The Potter Township Supervisors held their Regular Business Meeting on Wednesday, February 11, 2015 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:03pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Michael Jones Engineer: Dan Sell

Secretary: Christie Floyd-Gabel

Visitors: Chief Vicki Carlton, Shannon Debes, Zak Paff, Tim Wetzel and Bill Winkle

Ms. Matsco, Mr. Shamp and Mr. Sell met with the PA DEP on January 23 to discuss the Horsehead fly ash land fill. All three Supervisors met with Shell Chemical Appalachia on February 4 to discuss the Developer's Agreement and other topics.

Ms. Matsco and Mr. Shamp met with NOVA Chemicals and the BCED on February 5 to discuss the Route 18 corridor.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE MINUTES OF THE JANUARY 5, 2015.

# **CITIZENS:**

Zak Paff discussed his proposed Eagle Scout project with the Supervisors. He is going to clear the woods behind the Fire Department and create a picnic area for them. Chief Carlton requested the help of Justin Cwynar to use the township equipment to help remove tree stumps and debris from the area. The Supervisors agreed to this with the condition of maximum of four (4) hours labor time when Justin can fit the work into his schedule.

Zak Paff asked when our annual clean-up day will be held this year. Ms. Matsco replied Saturday, April 25.

# **OLD BUSINESS:**

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRITED TO APPROVE HIRING JOE KELLER AS A PART TIME LABORER AT THE RATE OF \$11.55 PER HOUR FOR THE YEAR 2015.

# **NEW BUSINESS:**

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO ENROLL THE TANK FARM PROPERTY INTO THE PUBLIC ACCESS PROGRAM COOPERATIVE AGREEMENT.

This will permit the PA Game Commission to patrol the area and to open the area to hunting and fishing as well as public recreation. The Game Commission does patrol for illegal ATV activity, too.

Potter Township is applying to the State for Intern Projects. These will provide individuals to come and work on Information Technologies and planning and mapping of our Natural Heritage Area along Raccoon Creek. The projects will last twelve weeks in the summer. The Township will pay 50% of the wages.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE IRON MOUNTAIN SECURE SHREDDING, INC. TO DELIVER FIVE CONTAINERS FOR THE DESTRUCTION OF CONFIDENTIAL INCOME TAX AND TOWNSHIP RECORDS.

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED
TO PASS RESOLUTION 3-2015, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY,
COMMONWEALTH OF PENNSYLVANIA APPROVING THE DISPOSITION AND RETENTION SCHEDULED OF
CERTAIN MUNICIPAL RECORDS.

The annual records for 2007 have been destroyed.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE ANN SIMMONS, THE FORMER EARNED INCOME TAX COLLECTOR AND LOCAL SERVICE TAX COLLECTOR, TO DESTROY HER RECORDS FROM 1990 TO 2009.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE AND SIGN THE ANNUAL ESTIMATE FOR SPRAYING SERVICES FROM THE DAVEY TREE CO. FOR 2015.

The estimate given this year was \$3,046.00. This is an eighty eight dollar (\$88) increase over last year. Ms. Floyd-Gabel did contact another vendor for this service, but did not receive a quote from them.

### **SOLICITOR:**

Mr. Jones is going to advertise an Ordinance for No Parking on our streets with penalties. He is using the one enacted by Center Township last year.

Mr. Jones will contact Mark West about the replacing the missing guide rails along Mowry Road.

Mr. Jones presented several Resolutions concerning the Shell Developer's Agreement. Since we received the final draft from Shell late this afternoon, Mr. Jones has not had time to review it and compare it to an earlier version.

Mr. Sell reviewed his comments on the Shell project with the Supervisors. All items have not been addressed. The Planning Commission is meeting next week to go over the Plan. Mr. Sell stated we still have time left within the ninety days given for review. The Planning Commission received the Plan on December 18. We have until March 17 to complete the review before asking for an extension.

The Supervisors telephoned Mr. Chris Heitman to clarify some of Shell's requests. Mr. Heitman realized the agreement arrived late in the day for our meeting. He then explained why the Stormwater Management Agreement could be approved tonight. It is going to be the first project done on the job site.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE THE STORMWATER MANAGEMANT PLAN AGREEMENT PRESENTED BY SHELL CHEMICAL APPALACHIA FOR THE PROPOSED SHELL DEVELOPMENT PLAN.

After a long discussion, the Supervisors are not ready to sign the Developer's Agreement or other forms at this time.

# **ENGINEER:**

Mr. Sell has been working on the proposed sewage line drawings for the Horsehead fly ash land fill. The Supervisors are in agreement with the drawing showing the line going to meet Route 18 proposed line. Mr. Sell also discussed the proposed Tank Farm waste water plan. All were concerned with what plan would be approved by the PA DEP. Could Horsehead pump their waste water to our proposed site?

Mr. Sell has the new FEMA flood plain map. The Supervisors and Mr. Jones have been given the proposed Ordinance that was received this week to review. The new Ordinance must be enacted at the August 12 business meeting.

Mr. Sell is finalizing the CDBG application due by March 6. He is working on a planning grant for a campground and low impact recreation for the Tank Farm and Raccoon Creek area. Ms. Matsco recommended that he contact Vicki Michaels from the Independence Conservancy for help.

# FIRE DEPARTMENT:

Chief Carlton reported the Fire Department applied to FEMA for an equipment grant, but has not heard if it has been granted.

The Fire Department has been awarded a \$14,000 debt reduction grant from the state.

Brewski's Bar & Grill has approached the Fire Department about selling food at planned car cruises this summer. The first on will be held in May.

Raffle tickets are being sold for Memorial Day picnic prizes.

The Associate Members are looking at sponsoring a 5K race in the township this year. No date has been set. They are talking with other fire departments to see how they promote their races.

Cassie Harrington has gotten permission for the Fire Department to sell hot dogs at Walmart on the Saturdays before Easter and Father's Day.

Lois Podnar is hosting a Tupperware sale with profits going to the Fire Department.

The Fire Department is conducting training.

NOVA & BASF have started up their shared steam operations.

# **ROAD DEPARTMENT:**

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE REPAIR OF THE ROAD DEPARTMENT'S GARAGE DOOR.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

TO APPROVE THE PURCHASE OF A NEW SLING FOR THE GAS TANK ON THE 95 FORD 350.

#### **REAL ESTATE TAX COLLECTOR:**

Christie Floyd-Gabel submitted the January Real Estate Tax Report to the Supervisors.

# TREASURER'S REPORT:

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF FEBRUARY. THE BALANCE IN THE GENERAL FUND BEING \$107,842.55, THE STATE LIQUID FUELS FUND BEING \$1,470.73, THE CAPITAL FUND BEING \$104,825.25 AND ESCROW MONIES BEING \$27,083.02. BILLS FOR THE MONTH OF FEBRUARY TOTALED \$38,758.28.

### **ANNOUNCEMENTS:**

The Township Office will be closed on Monday, February 16 in observance of Presidents' Day.

A Supervisor is attending a meeting with GHRIP to discuss shared equipment on February 18 at 4pm.

The Supervisors will be conducting job interviews on Wednesday, February 18 at 6pm.

The Planning Commission will be meeting on Thursday, February 19 at 7:30pm.

The Supervisors will be conducting a Regular Business Meeting on Wednesday, February 25 at 6pm.

The Supervisors next Work Session is Wednesday, March 4 at 6pm.

There will be a Regular Business Meeting held on Wednesday, March 11 at 6pm.

MOTION: Earl Shamp SECOND: AI Cwynar THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:16pm.

**MOTION CARRIED** 

Respectfully Submitted,

Christie Floyd-Gabel, Secretary